

AGENDA for March 12th CATV Board Meeting at 5:00 pm
Second Floor Lounge, The Solarium, 575 West Madison Street Waterloo

1. Call to Order and Roll Call.
2. Approval of Previously Unapproved Meeting Minutes: February 12, 2026.
3. Citizen Input.
4. Manager's report: In Packet

5. New Business.

A. Station Director Annual Performance Review (Action)

[NOTE: The Cable Television Regulatory Board may meet in closed session per Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Board will reconvene in open session.]

B. Budget Review and Adjustment (Action)

C. WCM Conference in April (Action)

D. February 26th issue of the Leader Independent (Informational)

E. Project Reverb Progress Report (informational)

F. Administrative Transitions and Board Member Term expiration (informational)

6. Future Agenda Items and Announcements.

- A. Setting 2026 Performance Goals for Station Manager
- B. Drone Training and Licensing
- C. ACM Community Media Conference
- D. Upcoming WLOO CATV Events: No Kings, Easter Egg Hunt (tentatively April 4), & WHS Graduation

Next Meeting, Thursday April 9, 2026 at 5:00 pm. Reschedule?

8. Adjournment Motion:

Laura Cotting WLOO Acting Station Manager

Minutes for February 12th CATV Board Meeting at 5:00 pm
Second Floor Lounge, The Solarium, 575 West Madison Street Waterloo

1. Call to Order and Roll Call. Cotting called the meeting to order at 5:06 pm. Cotting, Kovacs, McKay present. Director Sparks, Senior Videographer Landino, and Incoming Manager M. Nighthoak present.

2. Approval of Previously Unapproved Meeting Minutes: (None)

3. Citizen Input. None

4. Manager's report: In Packet. Cotting noted final figures for the 2025 fiscal year were not in yet.

5. New Business.

A. 2026 Conferences suggested by WLOO staff (informational):

-**Wisconsin Community Media Annual Conference** in Onalaska WI, April 30th & May 1st

(fee TBA) <https://wisconsincommunitymedia.com/annual-conference>

-**Alliance for Community Media Annual Conference** in Madison WI, June 23rd-25th (fee due May 1, \$395)

https://www.linkedin.com/posts/alliance-for-community-media_acm-is-heading-to-madison-wi-next-june-and-activity-7404550922107858944-GDw **UPDATE fee is \$555 b/c WLOO CATV isn't a national member.**

-**Vintage Computer Festival Midwest 21** in Schaumburg IL, September 11th-13th <https://www.vcfmw.org>

Sparks commented there was no reg. fee but there is a "table fee" of \$120-\$150, will know more June/July.

B. Project Reverb Progress Report (informational). Board and Staff reviewed Landino's report about the renovation of WLOO's alcove at City Hall. Landino stated the equipment was kept functional for livestreaming throughout this work. The work will be stalled when all equipment has to be moved out of Council Chambers for the Primary Election and again for carpet cleaning. The next phase will be assessing and replacing cables.

C. Waterloo Boosters Fundraiser (informational)

D. Updated Station Director Job Description (action): Cotting explained to the new Board members that due to the hiatus between Directors, Sparks received very little orientation or "onboarding" when she was promoted to Director. The Board was informed that consequently WLOO CATV enrolled Sparks in an online UW Whitewater course for New Managers and will compensate her for classroom time (approximately 4 hours per week). Cotting presented the updated Station Director Job description and noted Sparks contributed to it.

Motion: Approve the updated Station Director job description as presented. McKay/Kovacs. Unanimous.

E. Updated Station Manager Job Description (action): Cotting presented the updated Station Manager job description to the Board and explained that Incoming Manager Michelle Nighthoak contributed to it.

Motion: Approve the updated Station Manager job description as presented. Kovacs/McKay. Unanimous.

6. Future Agenda Items and Announcements.

A. Station Director Annual Performance Review

Next Meeting, Thursday March 12, 2026 at 5:00 pm.

8. Adjournment Motion: Cotting/McKay. Unanimous. Meeting adjourned at 6:04 pm.

Minutes respectfully submitted March 9th by WLOO Acting Station Manager Laura Cotting

WLOO CATV Monthly Manager's Report

for the month of February 2026

According to communications received from the City Treasurer, the fourth quarter franchise payments for 2025 have been determined. The total revenue received from franchise fees in 2025 was \$5329.92 less than what was received in 2024. Note that the amount received in 2024 was \$4432.12 less than what was received in 2023. The WLOO CATV budget for 2026 should be adjusted to incorporate what may be a downward trend in revenue. Note that interest earned on temporary investments received in 2025 was down by \$488 from 2024. Given these adjustments, WLOO CATV still came in under budget for 2025. This is good news because when WLOO's expenditures are less than its revenue, the surplus is stored and becomes part of WLOO's financial cushion, which is approximately \$56,000. The Treasurer's February Monthly report with an updated amount has not yet been received.

The February WLOO CATV Regulatory Board meeting was held and the newly appointed Board members Glenna McKay and Jordyn Kovacs were present. Senior Videographer Landino presented her report on Project Reverb updating and optimizing the equipment in WLOO's alcove at City Hall). Acting Manager Cotting noted that Sparks had very little orientation when promoted to Director due to the hiatus between Directors, and was consequently enrolled in an online course for New Managers at WLOO's expense. Cotting presented detailed job descriptions for Station Manager and Station Director positions, noting that Director Sparks and Incoming Manager Nighthoak contributed to them. Both descriptions were unanimously approved, sent to the Mayor, and included in Consent Agenda for the City Council.

Nighthoak introduced "Trello", a management software application at a WLOO Staff meeting.

Sparks downloaded over a decade worth of content stored by previous Managers Hecimovich and Burgos on Vimeo. WLOO switched from Vimeo to YouTube during Burgos' tenure.

Cotting was contacted by Dale Van Holten and then by Mayor Quimby requesting WLOO acquire drone footage of the old watertower ASAP. Cotting noted the FAA requires drone licenses, no staff members were currently licensed, and the WLOO drone is very old. At WLOO's February staff meeting three staff members expressed interest in getting licensed.

Two episodes of Chris Classic Cinema were filmed.

WLOO CATV 2026 BUDGET

Line Item	Title	2025 End of Year	2026 Budget	2026 Adjustment	Rationale
200-43-4363-000	Video Service Aid (State)	\$8,065.00	\$8,065.67	\$8,065.00	Amt. rec'd in 2025.
200-44-4450-000	Cable TV Franchise Fees	\$29,989.75	\$32,567.88	\$25,000.00	4,989.75 projected decline
200-48-4810-000	Interest on Temp Investments	\$8,201.20	\$8,689.01	\$8,201.20	Amt. rec'd in 2025.
	Revenue	\$46,255.95	\$49,322.56	\$41,266.20	
200-55-5560-110	Salary Coordinator	\$0.00	\$24,200.00	\$21,172.50	Cut Staff Salaries (see below) + UW Tuition(\$401) + ACM (\$600)
200-55-5560-120	Wages Video/Assistant	\$13,066.83	\$7,000.00	\$8,000.00	\$8000 crew + training
200-55-5560-151	Social Security	\$1,008.94	\$2,647.33	\$1,008.94	2025 end of year
200-55-5560-152	Retirement	\$0.00	\$0.00	\$0.00	No eligible employees
200-55-5560-153	Health Insurance	\$0.00	\$0.00	\$0.00	No eligible employees
200-55-5560-320	Video Tape Prog	\$1,663.23	\$1,809.76	\$1,809.76	
200-55-5560-321	Dues and Membership	\$1,907.99	\$2,245.75	\$2,245.75	Includes Itemized Annual Subscriptions and Dues, see below
200-55-5560-321	CATV Rent	\$5,220.00	\$5,370.00	\$5,370.00	
200-55-5560-354	Rep and Maint equip	\$323.14	\$490.00	\$490.00	
200-55-5560-360	CATV WLOO Mobile Phone	\$0.00	\$348.36	\$348.36	
200-55-5560-380	Computer Supplies	\$494.27	\$250.00	\$250.00	printer ink, paper, etc
200-55-5560-399	Misc	\$0.00	\$0.00	\$0.00	
200-55-5560-510	Property Insurance	\$0.00	\$50.00	\$0.00	2025 cost
200-55-5560-511	Worker's Compensation	\$21.46	\$0.00	\$22.00	2025 cost
200-55-5560-512	Liability Insurance	\$11.29	\$11.00	\$11.29	
200-55-5560-521	Cyber Insurance	\$296.00	\$700.00	\$296.00	2025 end of year cost
200-55-5560-730	Scholarship	\$0.00	\$0.00	\$0.00	2025
200-55-5560-732	Internship	\$0.00	\$0.00	\$0.00	2025
200-55-5560-810	CATV WLOO Outlay	\$1,544.15	\$2,250.00	\$2,250.00	
200-21100	CDA 2 58222 Taylor Computer Services		\$252.00	\$252.00	
	Expenditures	\$25,557.30	\$47,624.20	\$43,526.60	
	Amount remaining	\$20,698.65	\$1,698.36	-\$2,260.40	

Declining Franchise Fee Revenue

2025 (\$29990) which was \$5239.92 <2024 (\$32567.88) which was \$4432.12 < 2023 (\$37,000).

Cut Staff Salaries:

Manager at \$25/hr (10hrs/wk for 8 mos. =\$ 8600) to \$24/hr (\$8256)
 Director at \$25/hr (12 hrs/wk for 12 mos = \$15600) CUT to
 to Six pp at \$22/hr (\$2315.50) plus 20 pp at \$20/hr (\$9600) = \$11915.50

Itemized Annual Subscriptions and Dues (2025 rates):

Leightronix (Viebit)	\$1,788.00
MCW Webroot (\$25/computer +tax)	\$52.75
Wisconsin Community Media	\$250.00
Waterloo Business Association	\$35.00
Total	\$2,125.75

Waterloo historical society not fundraising for water tower, but some members frustrated

ABIGAIL KARBUSICKY
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The dismantling of the over 100 year old water tower in Waterloo has been a source of conflict among the city and residents, as some historical society curators say the painted tower should be saved. But city leaders and the society say the cost to repair isn't worth it.

Some Waterloo residents argued last week the demolition of the water tower should be put on hold, while Mayor Jenifer Quimby told residents the cost to save the water tower is too high.

The city and utilities have discussed taking down the water tower for over a year, but planned

to wait until 2027.

The utilities commission, however, voted at its Jan. 6 meeting to move the dismantling to 2026. Utilities expected to get bids in the first half of the year, and Utilities Superintendent Barry Sorenson said starting earlier could lead to potential cost savings.

After hearing the decision, some members of the historical society approached the city to protest the water tower being dismantled sooner, but the society as a whole voted this month against investing money to save the water tower.

Historical Society Researcher Heather Yohn said at the Feb. 19 city council meeting she

was frustrated the city moved up the time when it planned to dismantle the water tower. She claimed it would only cost \$8,000 to fix, while utilities was spending \$75,000 on dismantling it.

Quimby said she had "no idea" where Yohn got the \$8,000 number, and encouraged residents to look at the water tower engineering report on the city website, detailing everything that would need to be repaired on the tower.

The engineering report concluded that repairs to just the exterior would cost over \$300,000, and the water tower still wouldn't be functional. Sorenson

said the old structure isn't worth the large investment.

At the city council meeting, Yohn also asked for a six-month stay on the water tower, so residents could have time to fundraise to fix the water tower.

Historical Society Curator Maureen Giese also spoke against dismantling the water tower, and argued the city had a "secret meeting" in January to move up the demolition of the tower. She said the city hasn't been transparent about the process.

Quimby said that was a regularly scheduled utilities meeting, with an agenda publicly posted online.



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Waterloo's "carousel" water tower at 212 Squire St. on June 19.

Quimby said, if residents want a stay on the water tower demolition, they should go to the utilities commission, as the tower is under their jurisdiction. She added that residents who opposed the dismantling have had plenty of time already to fundraise.

"This has been out there since 2024. To date, there has been no meeting, no fundraising, no efforts, nothing has happened," Quimby said. "So if you want six months, you have to

show what it is you're going to do."

Historical Society Curator Dale Van Holten clarified that the historical society had no interest in fundraising to fix the water tower. But, the society decided at its Feb. 14 meeting that they could partner with the city's TV station to take a drone video of the tower to show at the historical society as a way to commemorate the water tower. It is not yet clear when that would happen.

which received a first round bye, on Friday, March 6. South conference boys basketball standings as of Saturday, Feb. 21 (overall records in parentheses):
1. Cambridge, 8-1 (15-7)
2. Marshall, 7-2 (13-10)
3. New Glarus, 7-2 (14-8)
4. Belleville, 3-6 (6-16)
5. Wisconsin Heights, 1-8 (2-20)
6. Waterloo, 1-8 (4-18)

the road, starting with a non-conference trip to Rio on Monday, Feb. 23. Then comes the regular season closer at Belleville on Thursday, Feb. 26. The Wildcats won the previous meeting, 76-50. DodgeLand will host

anyone who wants to learn, and a team player attitude. A good driving record is a must.
Position offers a company vehicle, sponsored schools, a very competitive wage based on previous training and experience, health benefits, paid time off, holiday pay and retirement plan.
Email resume to cascareers@centralagsupply.com or mail to Human Resources, PO Box 93, Juneau WI 53039 or apply online at www.centralagsupply.com

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Author/from A1

he was in elementary school.

played baseball as a kid, and was inspired by his sons who also play base

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